

**Agency Summary**  
**Office of Finance and Resource Management (AS0)**  
**FY 2004 Recommended Baseline Budget**

Fund Type	(A)	(B)	(C)	(D)	(E)	(F)	(G)=(F)-(B)
	Proposed 2003 Budget	Agency 2004 Request	OBP Baseline Scrub	Agency Appeals	OBP Centralized Adjustments	OBP Recommended Baseline	Net Baseline Adjustment
Personal Services	\$1,718,815	\$1,679,588	\$0	\$0	\$0	\$1,679,588	\$0
Non Personal Services	\$125,940	\$165,167	\$0	\$0	\$25,854	\$191,021	\$25,854
<b>Local Fund</b>	\$1,844,755	\$1,844,755	\$0	\$0	\$25,854	\$1,870,609	\$25,854
Personal Services	\$325,119	\$1,068,405	\$0	\$0	\$0	\$1,068,405	\$0
Non Personal Services	\$55,180	\$69,233	\$0	\$0	\$0	\$69,233	\$0
<b>Intra-District Fund</b>	\$380,299	\$1,137,638	\$0	\$0	\$0	\$1,137,638	\$0
<b>Total for PS</b>	\$2,043,934	\$2,747,993	\$0	\$0	\$0	\$2,747,993	\$0
<b>Total for NPS</b>	\$181,120	\$234,400	\$0	\$0	\$25,854	\$260,254	\$25,854
<b>Gross Total</b>	\$2,225,054	\$2,982,393	\$0	\$0	\$25,854	\$3,008,247	\$25,854
<b>FULL TIME EQUIVALENTS</b>							
Local Fund	24.00	20.00	0.00	0.00	0.00	20.00	0.00
Intra-District Fund	8.00	17.00	0.00	0.00	0.00	17.00	0.00
<b>TOTAL</b>	32.00	37.00	0.00	0.00	0.00	37.00	0.00

**Agency Summary**  
**Office of Finance and Resource Management (AS0)**

Revised Budget Recommendation

**SUMMARY:**

OBP recommends an overall funding level of \$3,008,247 for the Office of Finance and Resource Management in FY 2004. The major adjustments included in the OBP recommendation are outlined below:

**OBP SCRUB:**

There are no additional adjustments to the preliminary recommendation.

**OBP CENTRALIZED ADJUSTMENTS:**

The agency's budget was increased by \$25,854 in Local for Object Class 30-Energy, Object Class 31-Telephone, Object Class 32-Rentals, Object Class 33-Janitorial Services, and Object Class 34-Security Services to reflect revised cost estimates provided by the Office of Financial and Resource Management (OFRM).

**APPEAL:**

The agency did not submit an appeal to the OBP preliminary budget recommendation.

**Preliminary Budget Recommendation**

The agency requested an overall funding level of \$2,982,393 for FY 2004. OBP recommends a total amount of \$2,982,393, an increase of \$757,337 or 34 percent over the FY 2003 proposed budget. Of the amount recommended by OBP, personal services is \$2,747,993 and nonpersonal services is \$234,400.

The recommended Local budget is \$1,844,755, which is no change from the FY 2003 approved budget. However, the agency reduced salaries and fringe benefits to reflect the reorganization of the CFO cluster in FY 2003. The decrease in personal services is offset by a net increase in fixed costs such as security and janitorial services to align with OFRM estimates. There are 20 FTEs funded by Local sources, which is decrease of 4 FTEs from the FY 2003 proposed budget. The reduction in FTEs is due to the reclassification of Local positions to Intra-District funding sources.

The recommended Intra-District budget is \$1,137,638, an increase of \$757,337 or 199 percent over the FY 2003 proposed budget of \$380,299. There are 17 FTEs funded by Intra-District sources, an increase of 9 FTEs from the FY 2003 proposed budget. This increase includes the 4 reclassified FTEs from Local sources. It is anticipated that the funding requirement for remaining 5 FTEs will be supported by indirect cost recovery reimbursement sources. The reorganization of the CFO cluster resulted in the additional FTEs. The Intra-District budget is supported by funding in the agency's client agency budgets.

OBP notes that the recommended expenditure level for other funding sources is subject to adjustment pending review and finalization of agency's O-Type, IDCR, and/or Federal grant requests.

**OBP Scrub**

No adjustments were made.

**ADDENDA**

The agency requested two addenda totaling \$222,564. They are as follows:

- \$222,564 for 4 FTEs
- redistribution of 4 FTEs from Intra-District budget to Local budget

Per budgetary guidelines, OBP has not funded these requests. The Budget Review Team will review all addendum requests for funding consideration.

# Baseline and Adjustments Agency by Fund and Object Class

## AS0 OFFICE OF FINANCE AND RESOURCE MANAGEMENT

Fund 0100 Local Fund

Comptroller Source Group (Object Class 2)	(A) FY 2003 Proposed	(B) Agency 2004 Request	(C) OBP Baseline Scrub	(D) Agency Appeals	(E) OBP Centralized Adjustments	(F)= B+C+D+E OBP Recommended Baseline	(G) Spending Pressures	(H) Target Adjustment	(I) Mayors Adjustment	(J)= F+G+H+I Mayors Proposed Budget)	(K)= J-A Change from FY 03
0011 Regular Pay - Cont Full Time	1,470,863	1,453,116	0	0	0	1,453,116	0	0	0	1,453,116	-17,747
0013 Additional Gross Pay	8,514	0	0	0	0	0	0	0	0	0	-8,514
0014 Fringe Benefits - Curr Personnel	239,438	217,958	0	0	0	217,958	0	0	0	217,958	-21,480
0015 Overtime Pay	0	8,514	0	0	0	8,514	0	0	0	8,514	8,514
<i>Total: Personal Services</i>	1,718,815	1,679,588	0	0	0	1,679,588	0	0	0	1,679,588	-39,227
0020 Supplies And Materials	10,000	10,000	0	0	0	10,000	0	0	0	10,000	0
0030 Energy, Comm. And Bldg Rentals	23,193	34,272	0	0	-1,947	32,325	0	0	0	32,325	9,132
0031 Telephone, Telegraph, Telegram, Etc	36,200	20,000	0	0	6,829	26,829	0	0	0	26,829	-9,371
0032 Rentals - Land And Structures	27,650	40,800	0	0	20,200	61,000	0	0	0	61,000	33,350
0033 Janitorial Services	12,414	16,155	0	0	2,943	19,098	0	0	0	19,098	6,684
0034 Security Services	16,483	23,097	0	0	-2,171	20,926	0	0	0	20,926	4,443
0040 Other Services And Charges	0	20,843	0	0	0	20,843	0	0	0	20,843	20,843
<i>Total: Non Personal Services</i>	125,940	165,167	0	0	25,854	191,021	0	0	0	191,021	65,081
<b>Fund Total 0100 Local Fund</b>	<b>1,844,755</b>	<b>1,844,755</b>	<b>0</b>	<b>0</b>	<b>25,854</b>	<b>1,870,609</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,870,609</b>	<b>25,854</b>

# Baseline and Adjustments Agency by Fund and Object Class

## AS0 OFFICE OF FINANCE AND RESOURCE MANAGEMENT

Fund 0700 Intra-District Fund

Comptroller Source Group (Object Class 2)	(A)	(B)	(C)	(D)	(E)	(F) B+C+D+E	(G)	(H)	(I)	(J) F+G+H+I	(K) J-A
	FY 2003 Proposed	Agency 2004 Request	OBP Baseline Scrub	Agency Appeals	OBP Centralized Adjustments	OBP Recommended Baseline	Spending Pressures	Target Adjustment	Mayors Adjustment	Mayors Proposed Budget	Change from FY 03
0011 Regular Pay - Cont Full Time	265,004	921,669	0	0	0	921,669	0	0	0	921,669	656,665
0013 Additional Gross Pay	14,991	0	0	0	0	0	0	0	0	0	-14,991
0014 Fringe Benefits - Curr Personnel	45,124	131,745	0	0	0	131,745	0	0	0	131,745	86,621
0015 Overtime Pay	0	14,991	0	0	0	14,991	0	0	0	14,991	14,991
<i>Total: Personal Services</i>	325,119	1,068,405	0	0	0	1,068,405	0	0	0	1,068,405	743,286
0020 Supplies And Materials	12,000	12,000	0	0	0	12,000	0	0	0	12,000	0
0031 Telephone, Telegraph, Telegram, Etc	0	25,000	0	0	0	25,000	0	0	0	25,000	25,000
0032 Rentals - Land And Structures	0	20,000	0	0	0	20,000	0	0	0	20,000	20,000
0040 Other Services And Charges	43,180	12,233	0	0	0	12,233	0	0	0	12,233	-30,947
<i>Total: Non Personal Services</i>	55,180	69,233	0	0	0	69,233	0	0	0	69,233	14,053
Fund Total 0700 Intra-District Fund	380,299	1,137,638	0	0	0	1,137,638	0	0	0	1,137,638	757,339
Total for AS0 Office of Finance and Reso	2,225,054	2,982,393	0	0	25,854	3,008,247	0	0	0	3,008,247	783,193

# Baseline and Adjustments Agency by Control Center, and Object Class

## AS0 OFFICE OF FINANCE AND RESOURCE MANAGEMENT

### Control Center 0010 OFFICE OF FINANCE & RESOURCE MANAGEMENT

Comptroller Source Group (Object Class 2)	(A) FY 2003 Proposed	(B) Agency 2004 Request	(C) OBP Baseline Scrub	(D) Agency Appeals	(E) OBP Centralized Adjustments	(F)= B+C+D+E OBP Recommended Baseline	(G) Spending Pressures	(H) Target Adjustment	(I) Mayors Adjustment	(J)= F+G+H Mayors Proposed Budget	(K)= J-A Change from FY 03
0011 Regular Pay - Cont Full Time	1,735,867	2,374,785	0	0	0	2,374,785	0	0	0	2,374,785	638,918
0013 Additional Gross Pay	23,505	0	0	0	0	0	0	0	0	0	-23,505
0014 Fringe Benefits - Curr Personnel	284,562	349,703	0	0	0	349,703	0	0	0	349,703	65,141
0015 Overtime Pay	0	23,505	0	0	0	23,505	0	0	0	23,505	23,505
<b>Total: Personal Services</b>	<b>2,043,934</b>	<b>2,747,993</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,747,993</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,747,993</b>	<b>704,059</b>
0020 Supplies And Materials	22,000	22,000	0	0	0	22,000	0	0	0	22,000	0
0030 Energy, Comm. And Bldg Rentals	23,193	34,272	0	0	-1,947	32,325	0	0	0	32,325	9,132
0031 Telephone, Telegraph, Telegram, Etc	36,200	45,000	0	0	6,829	51,829	0	0	0	51,829	15,629
0032 Rentals - Land And Structures	27,650	60,800	0	0	20,200	81,000	0	0	0	81,000	53,350
0033 Janitorial Services	12,414	16,155	0	0	2,943	19,098	0	0	0	19,098	6,684
0034 Security Services	16,483	23,097	0	0	-2,171	20,926	0	0	0	20,926	4,443
0040 Other Services And Charges	43,180	33,076	0	0	0	33,076	0	0	0	33,076	-10,104
<b>Total: Non Personal Services</b>	<b>181,120</b>	<b>234,400</b>	<b>0</b>	<b>0</b>	<b>25,854</b>	<b>260,254</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>260,254</b>	<b>79,134</b>
<b>Control Center 0010 OFFICE OF FINANCE &amp;</b>	<b>2,225,054</b>	<b>2,982,393</b>	<b>0</b>	<b>0</b>	<b>25,854</b>	<b>3,008,247</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,008,247</b>	<b>783,193</b>
<b>Total Office of Finance and Resource Man</b>	<b>2,225,054</b>	<b>2,982,393</b>	<b>0</b>	<b>0</b>	<b>25,854</b>	<b>3,008,247</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,008,247</b>	<b>783,193</b>